

Budget & Finance 2300 Bloomdale Rd. Suite 4100 McKinney, Texas 75071 www.collincountytx.gov

To: Commissioners Court

From: Monika Arris, Budget and Finance Director

Date: December 18, 2015 **Re:** Award RFP for Toner

Request for discussion and action regarding the award to various vendors for toner. In order to minimize County Costs, it has been determined that supplies for County-wide toners will be purchased from various vendors. Please see attached evaluation sheet for evaluation detail.